

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, November 16, 2021

Board Members Present: B. Clancy, J. Wieland, L. Franke, C. Erickson, T. Hansen, S. King (by phone), K. Lukens

Excused: J. Jansch

Others Present: K. Pahlow, A. Schmidt, S. Johnson, C. Maricque, N. Kohls, C. Ratliff, C. Jensky, M. Fry

Action Item: Call to Order

1. B. Clancy called the meeting to order at 3:29 PM.
2. Open Forum – No public comments
3. Action Item: Approval of the October 19, 2021 Minutes
Motion made by J. Wieland, seconded by L. Franke, that the minutes of the October 19, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by K. Lukens, seconded by T. Hansen, that the agenda for the November 16, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
K. Pahlow reviewed donations for the month, highlighting donations from the Knights of Columbus, Our Lady of Lourdes, Citgo “Spirit Pump” and two picnic tables built for us as an Eagle Scout project.
Motion made by L. Franke, seconded by J. Wieland, that this month’s donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Disbursements for October 1, 2021 thru October 31, 2021 were presented. Expenses were normal for this time of the school year with the exception of the IEI General Contractors invoice for the repairs to the corners of the building.
Motion made by T. Hansen, seconded by J. Wieland, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
The financial report ending September 30, 2021 was reviewed. Food service currently has a negative balance but will be replenished in October due to funds received from the USDA Food and Nutrition Service for the School Programs Emergency Operating Cost Reimbursement. Revenue for Camp SOAR was less than expected because class sizes were limited due to COVID. Building and Site operations was over budget due to repairs to the air conditioner and the Dectron unit. Nursing is overspent due to costs incurred to prepare school for COVID. Other areas that are over budget are due to purchases that are made at the beginning of the year and are used throughout the year.
Motion made by J. Wieland, seconded by T. Hansen, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Hire(s)
K. Pahlow and A. Schmidt discussed the shortage of Instructional Aides. Qualified candidates apply, however, other school districts are paying more and we often lose them.
Motion made by J. Wieland, seconded by L. Franke, that the board approve the hiring of Erin Zimdars. MOTION CARRIED UNANIMOUSLY.
9. Discussion Item: Update on Syble Hopp Capital Campaign

November 16, 2021

K. Pahlow and S. King resented a Capital Campaign update:

- Bid documents went to the Construction Manager for completion
- Currently we have raised 5.1 of the approximate 5.5 million needed
- Many grants remain outstanding due to their processing procedures and timelines.
- We are applying for a \$25,000 grant thru DPI for kitchen appliance updates. This will help offset expenses for the kitchen renovation.
- A list of donors was shared with the Board.

10. Action Item: COVID Update

- K. Pahlow shared a detailed document of our COVID status.
- After the holiday break we will be considering changes to our COVID quarantine protocols.
- We would like to slowly start to open up music in classrooms, CBIs, and getting together with others outside their cohorts.
- A recommendation will be brought to the December Board meeting for discussion.
- So far, thankfully, most positive students and staff have had mild symptoms.
- Higher positive cases this year already compared to last year.
- We are participating in the testing program with DHS. Prevea is our vendor. We have adjusted where the PCR tests are sent to be processed to expedite the turnaround time (previously sent via carrier to Madison, now done in town at Prevea). The test specimens are still collected at SHS with antigen tests run here and PCR tests brought over to Prevea by 2 PM. So far, results have been reported back the same evening or early morning.

11. Discussion Item: Administration Reports

S. Johnson –

Some students in our Early Childhood programs are going to have a new opportunity to potentially receive services from some of our staff during story times at the libraries. The Director of Children's Services for Brown County Libraries was very helpful in making this work out for our students and we are excited for the partnership.

S. Johnson also shared that a few of our districts have recently completed the first steps of their Procedural Self-Compliance Audit for DPI and that has resulted in some new targets as our staff complete IEP paperwork for all students. She thanked our staff for all of their hard work and extra time in making sure they capture all of the information in IEPs.

A.Schmidt –

Praised staff for finding ways to help each other out and work together due to our aide shortage. Their patience and understanding and support for each other is to be commended.

Our 1st Fall Fun Fest Fundraiser was a lot of fun. Classrooms each made scarecrows and the students and staff got to vote for their favorite one. Scarecrows were then put up for bid on the Parent Organization event page. \$1650 was raised for the Capital Campaign. Channel 2 has here and interviewed students and put together a nice video for the evening news.

Our Holiday Program will be virtual again this year. Classrooms have already started practicing their skits. Miss D., our music teacher, will put all the videos together for one wonderful program.

Wisconsin Lions Camp is cancelled for one more year.

November 16, 2021

K. Pahlow –

Our safety audit is due this school year. At the next board meeting we will present a synopsis of our safety drills. We will need to approve our current safety plan and then change it in the fall to reflect the new addition floor plan.

12. Discussion Item: Parent Organization Report

T. Hansen reported that the in-person 2022 Winter Blast is scheduled for February 11, 2022 at the Resch Expo Center in Hall A. Ticket Star will be the ticket distributor for the event and we have usage of the digital signage out front. All proceeds will go to the Capital Campaign. Goal is to raise \$150,000. Classroom art projects for the auction has already started and turning out wonderfully. Full details of the event are on events.syblehopp.org.

700 cases of nuts have been sold so far this year. A 12 oz. bag of mixed nuts sells for \$6.00 or a case of 12 bags for \$72.00. Sale will continue thru the holidays.

13. Action Item: Adjournment

Motion made by K. Lukens, seconded by J. Wieland, that the November 16, 2021 Brown County Children with Disabilities Education Board meeting be adjourned at 4:14 PM. MOTION CARRIED UNANIMOUSLY.